



**CV FIBER
PLANNING AND DEVELOPMENT COMMITTEE
MEETING MINUTES**

Maple Corner Community Center
84 W County Rd, Calais, VT
Virtual: Teams
January 18, 2021

Planning & Development Committee Members Present:

Ray Pelletier (Northfield), Siobhan Perricone (Orange), Jeremy Matt (Plainfield), David Healy (Calais), Linda Gravell (Waterbury), Christopher Shenk (Waterbury), Tom Fisher (East Montpelier)

Planning & Development Committee Members Absent:

Jeremy Hansen (Berlin)

Others Present:

Phil Cecchini (Treasurer), Henry Amistadi (Duxbury), Jerry Diamantides (Project Manager)

Called to order: 5:34PM by David Healy

Additions to the Agenda:

- Henry Amistadi suggested a discussion of data analytics.

Public comment:

- None

Approval of December 21, 2021 Planning & Development Committee minutes:

- MOTION (Jeremy Matt second Siobhan Perricone) to approve the December 21, 2021 minutes as drafted. Passed unanimously. No discussion.

Updates: Elmore; Construction Grant RFP:

- David Healy reported that he's still waiting to hear back from Elmore to see if the select board has completed the process of withdrawing from CVFiber
- David Healy noted that we were expecting the construction grant RFP yesterday, but we didn't. Jerry Diamantides reported that he's received an email from Rob Fish with the RFP. David Healy noted that we may need a detailed design before we can apply.

Executive Director Recruitment:

- Jerry Diamantides reported that we've listed the Executive Director job on Indeed and it will be in Seven Days shortly. He's also open to suggestions for places to advertise. Jeremy Matt reported that he's been collecting the responses that have been emailed (10 so far, excluding all robo applications). Christopher Shenk noted that he's been managing the Indeed posting. There followed additional discussion of next steps and timing.

WCVT & Mission Broadband Contract Negotiations:

- Ray Pelletier reported on the status of the contract negotiations with WCVT and Mission Broadband. We're making good progress. We're also talking with NRTC about how they've used Mission Broadband in the past.

Executable Project Plan – Update / Broadband 101 & 102:

- David Healy and Ray Pelletier reported on the Executable Project Plan. There have been a lot of meetings with NRTC to figure out the details of the project plan.

WEC – 3 CUD Partnership Update:

- David Healy gave an update on the WEC partnership update.

Nomination for Vice Chair:

- David Healy noted that there is currently no Vice Chair of the committee.
- Jeremy Matt nominated Christopher Shenk for Vice Chair. No other nominations. David Healy instructed the Clerk to cast one vote for Christopher Shenk.

Charter Review and Update:

- David Healy noted that he sent out a link to a revised charter and asked people to comment on the document.

Town ARPA Fund Requests-Delegate Progress:

- David Healy asked if there are any updates about the ARPA funds. There followed additional discussion about requesting ARPA funds.

Roundtable:

- Discussion of adding Henry Amistadi to the Planning & Development Committee.
- Additional discussion of the Executive Director application review process.

Meeting Adjourned at 6:36PM

Respectfully submitted,
Jeremy Matt, Clerk

Summary of Tasks Assigned:

- David Healy will share a DRAFT 1-page bullet point document highlighting the benefits to towns of giving ARPA funds to CVFiber.